



To: Distribution List

From: Faculty Research Development Office (FRDO)
Office of the Vice President for Research

Subject: Limited Competition: DOS, 2023 William D. Clarke, Sr. Diplomatic Security Fellowship Program, (SFOP0008706)

Date: 3/17/2022

Dear UNM Researchers,

Established in 2022, the new William D. Clarke, Sr. Diplomatic Security Fellowship Program (Clarke DS Fellowship) will be one of the Department of State's premiere diversity recruitment programs and fundamental to increasing the representation of diverse groups in the U.S. Foreign Service, in addition to creating a pipeline of Diplomatic Security (DS) talent. The program's aim is to attract highly talented and qualified candidates to the Diplomatic Security Service who represent ethnic, racial, gender, social, and geographic diversity.

A cooperative agreement for up to \$1,500,000 will be awarded for work that will support programmatic, financial, and administrative activities for the 2023 Clarke DS Fellowship program. It will include outreach, facilitating and assisting in the selection of fellows, tracking and monitoring of fellows, maintaining of databases and statistics related to the program, program and financial reporting requirements, financial disbursements, travel, lodging and logistical arrangements. The Recipient will designate dedicated staff to serve as liaisons with GTM/TAC on all aspects of these programs. The Recipient will need to be attentive and responsive to the needs of the fellows and those of the Department. The Recipient will need to demonstrate dedication and commitment in pursuing the goals of the programs. More details can be found in the [Notice of Funding Opportunity](#). The deadline for full proposals to the agency is May 10, 2022.

This is a limited competition. **Each institution is limited to ONE proposal.** *Please submit a 200-word [Statement of Interest](#) by **NOON on Monday, March 28, 2022** via UNM's [InfoReady Review portal](#). This is a required step that will help determine if a full limited competition process is needed. If we receive more than one statement of interest, a 3-page preproposal (plus budget and CV; 11-point font) will be due by **NOON on Thursday, April 7, 2022** via UNM's InfoReady Review portal. No late submissions will be considered.*

The preproposal should address the major points that will be included in the proposal narrative, including:

- Outlining your administrative plan including:
 - outreach and recruitment

- screening and selection
- tracking, monitoring, and evaluation plans
- professional development and mentoring
- organizing an orientation;
- Describing your institutional capacity to run this program;
- Describing key personnel's qualifications to run this program; and
- How you intend to sustain the program.

The narrative should be accompanied by a **draft budget overview** and an **abbreviated PI CV**.

Should you have any questions please feel free to contact us at limited@unm.edu.

If you are affiliated with HSC, please contact [Corey Ford](#) or [Cassandra Misenar](#) for more information.